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OFFICE OF THE COMPTROLLER  
CITY OF ST. LOUIS



DARLENE GREEN  
Comptroller

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April 20, 2007

Ms. Lily Qui, President/CEO  
Productive Futures  
5225 Delmar Blvd.  
St. Louis, MO 63108

RE: Fiscal Monitoring Report of Productive Futures.  
(#2007-SLATE-12)

Dear Ms. Qui:

Enclosed is a report of our fiscal monitoring review of Productive Futures (Contracts #113-07 and # 213-07) for the period July 1, 2006 through December 31, 2006. The scope of a fiscal monitoring review is substantially less than an audit, and as such, we do not express an opinion on the financial operations of Productive Futures. Our fieldwork was completed on March 23, 2007.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised and has been conducted in accordance with the International Standards for Professional Practice of Internal auditing and through an agreement with the St. Louis Agency on Training and Employment (SLATE) to provide fiscal monitoring to all grant subrecipients. If you have any questions, please contact Charles Schroeder at 589-6089.

Sincerely,

A handwritten signature in cursive script that reads "Sedrick D. Blake".

Sedrick D. Blake, CPA  
Audit / Fiscal Executive

Enclosure

cc: Tom Jones, Director, St. Louis Agency on Training and Employment (SLATE)  
Kim Neske, Fiscal Manager, SLATE



# CITY OF ST. LOUIS

*ST. LOUIS AGENCY ON TRAINING AND EMPLOYMENT (SLATE)*

*PRODUCTIVE FUTURES  
WORKFORCE INVESTMENT ACT (WIA)*

*ADULT PROGRAM*

*CFDA #17.258*

*CONTRACT #113-07*

*DOCUMENT #54443*

*YOUTH PROGRAM*

*CFDA #17.259*

*CONTRACT #213-07*

*DOCUMENT #53993*

*FISCAL MONITORING REVIEW*

*JULY 1, 2006 THROUGH JANUARY 31, 2007*

*PROJECT #2007-SLATE12*

*DATE ISSUED: APRIL 20, 2007*



*Prepared by:  
The Internal Audit Section*

## OFFICE OF THE COMPTROLLER

*Honorable Darlene Green, Comptroller*

**CITY OF ST. LOUIS**  
**ST. LOUIS AGENCY ON TRAINING AND EMPLOYMENT (SLATE)**  
**PRODUCTIVE FUTURES**  
**CONTRACT #113-07 DOCUMENT #54443**  
**CONTRACT #213-07 DOCUMENT #53993**  
**FISCAL MONITORING REVIEW**  
**JULY 1, 2006 THROUGH DECEMBER 31, 2006**

**TABLE OF CONTENTS**

| <b><u>Description</u></b>              | <b><u>Page(s)</u></b> |
|--|-----------------------|
| INTRODUCTION                           |                       |
| Background                             | 1                     |
| Purpose                                | 1                     |
| Scope and Methodology                  | 1                     |
| CONCLUSION AND SUMMARY OF OBSERVATIONS |                       |
| Conclusion                             | 2                     |
| Status of Prior Observations           | 2                     |
| A-133 Status                           | 2                     |
| Summary of Current Observations        | 2                     |

**CITY OF ST. LOUIS  
ST. LOUIS AGENCY ON TRAINING AND EMPLOYMENT  
PRODUCTIVE FUTURES  
CONTRACT #113-07 DOCUMENT #54443  
CONTRACT #213-07 DOCUMENT #53993  
FISCAL MONITORING REVIEW  
JULY 1, 2006 THROUGH DECEMBER 31, 2006**

**INTRODUCTION**

**Background**

**Contract Name:** Productive Futures

**Contract Number:** 113-07 Adult Program CFDA #17.258

**Contract Number:** 213-07 Youth Program CFDA #17.259

**Contracts Period:** July 1, 2006 through June 30, 2007

**Contracts Amount:** \$321,00 and \$282,098

These contracts provide Workforce Investment Act funds through the St. Louis Agency on Training and Employment (SLATE) to Productive Futures for its Workforce Investment Act Adult and Youth programs. Productive Futures provides services to one hundred thirty (130) adults in job seeking skills, job development/placement services, and follow-up. Clients are placed into employment. Jobs are regular, full time employment. Follow-up services shall be provided at 30 days, 90 days, 6 months and 12 months

The youth program provided services to eighty (80) out-of-school youths. The services assist youths in achieving basic skills, work readiness or occupational skills. The services for youths assist them in accomplishing unsubsidized employment.

**Purpose**

The purpose of our review was to determine Productive Future's compliance with federal, state and local SLATE requirements for the period July 1, 2006 through December 31, 2006. We will make recommendations for improvements, if necessary.

**Scope and Methodology**

We made inquiries regarding Productive Futures' internal controls relating to the grant administered by St. Louis Agency on Training and Employment (SLATE), tested evidence supporting the reports the agency submitted to SLATE and performed other procedures considered necessary. Our fieldwork was completed on March 23, 2007.

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**CONCLUSION AND SUMMARY OF OBSERVATIONS**

**Conclusion**

We found no evidence to suggest that Productive Futures did not comply with federal, state and local SLATE requirements.

**Status of Prior Observations**

The Agency's most recent fiscal monitoring report dated August 23, 2006, had one (1) observation which was resolved:

- Bidding Process Not Included in Procurement Policy (**Resolved**)

**A-133 Status**

The A-133 Audit was reviewed and there were no deficiencies noted or items of concern identified. Unqualified opinions were rendered on both the general purpose financial statements as well as the report issued on compliance for major programs. We noted Productive Futures, Inc.'s federal expenditures as shown on the A-133 Report was below the \$500,000 threshold. The Agency is also an "S" Corporation. Had the expenditures been at this level or above, the Agency would have had to have either an organization-wide audit conducted in accordance with OMB Circular A-133 or a program specific financial and compliance audit. While we will verify no federal expenditures were spent on audit costs at our next monitoring visit, we recommend you verify this also with your records.

**Summary of Current Observations**

We had no observations.